

Summer Food Service Program (SFSP)



Food That's In
When School Is Out

Julie McCord Child & Adult Nutrition Services



OPERATIONAL Training – May 3, 2012

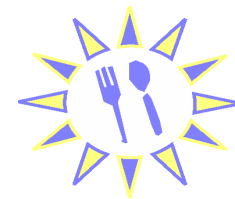


Sites

Site Responsibilities:

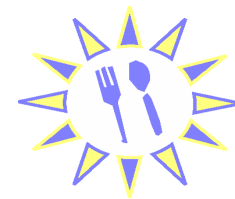
- Attend training
- Order and receive meals
- Count and serve meals to eligible children
- Supervise children while they eat
- Prevent discrimination
- Keep accurate paperwork





Participant Eligibility

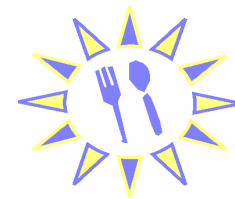
- The child must be 18 or under to receive meals through the SFSP.
 - ▶ A person that is 19 years of age and over and determined by a State or Local educational agency to have a mental or physical disability may also receive meals under the program
 - ▶ The person must also participate during the school year in a public or private nonprofit school program established for the mentally or physically disabled, is also eligible to receive SFSP meals.



Site Types



- Open site – All children eat free without the need of additional paperwork because the site is *area-eligible*
- Restricted Open –Normally open site, restricting attendance for space, security, safety, or control. Publish first come, first serve basis but limited due to reason above.
- NOTE Page 14 Admin Guidance



Site Types

- Closed Enrolled site – All children *enrolled* in an eligible program eat free if 50% of the children are eligible as demonstrated by household applications for meal benefits or the site may be area eligible.
- Camp site – Only meals served to children with an approved household application on file can be counted free.

Site Eligibility



- Area Eligibility

- 50% or more of the children in a school service area qualify for free or reduced-price school meals, based on *school or census data*





Promising Practices

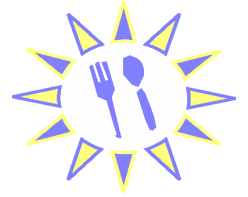
**Check out the 2011 “Food, Fun and Sun!”
Contest Finalists and Winners!**

Great examples of promising practices!

www.fns.usda.gov/cnd/summer/contest/



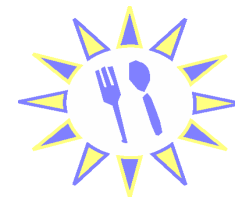
Summer Food Week



- June 11 – 15, 2012 Plan special event
- Raise awareness and make it fun
 - ▶ Speaker or presenter
 - ▶ Fun day(s) with carnival-like or physical activity games planned
 - ▶ Partner with community organizations for ways to promote the summer meal program.



Attachment O

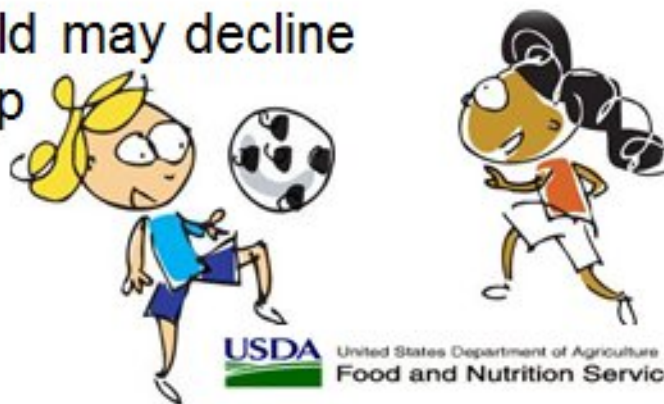


- Please complete Attachment O if using SFSP meal pattern and apply to do Offer versus Serve

Offer Versus Serve

Memorandum SFSP 11-2011 (April 5, 2011):

- Expands the use of offer versus serve (OVS) to all sponsors
- Schools may use OVS method used for school meals
- For other sponsors, a child may decline 1 item at breakfast and up to 2 at lunch or supper
- OVS is not available for snacks





Monitor



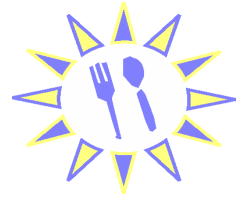
- The key link between the sponsor and each site.
- The monitor is essential to ensure the smooth operation of the program.
- The monitor will work with the site staff to ensure the proper training.
- The monitor will also help to correct any problems that occur with the program operations.

Sponsor required Monitoring



- Observe site operation – 3 required
- Visit early in program-planned date on Part 3 application
- Look at meal count methods
- Look at meal counts - reconcile discrepancies in meal counts and records with the site supervisor.
- Suggest corrective action to the site supervisor for any problems encountered.

Renewal Part 3 – Waiver

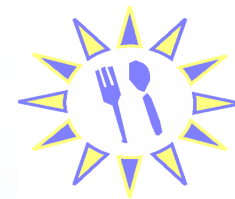


Site Monitoring Requirements

Memorandum SFSP 12-2011 (April 5, 2011):

- Waives the requirement that sponsors must visit a summer site within the first week, if that site operated successfully the previous year
- Still requires sponsors to review every site within the first four weeks of operation



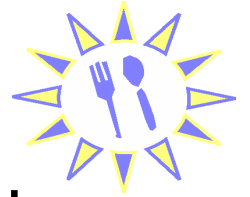


Monitoring

- Use Monitor Guidance or Admin Sponsor page 70
- Pre-operational Visit
 - ▶ Conduct before a site operates the summer program.
- Site Visits
 - ▶ Sponsor visit sites during the first week of operation.
- Site Reviews
 - ▶ Sponsors must review sites during the first 4 weeks of program operation.



Pre-operational Visit



- All sites must be visited BEFORE they begin operation for summer program.
- Ensure sites have facilities to provide meal services for number of children expected to attend the site.
- Sanitation and food safety plans must be in place.
- Meal counts will be at point of service.
- Documentation of this visit
 - ▶ Copy kept at site
 - ▶ Original sent to Sponsor



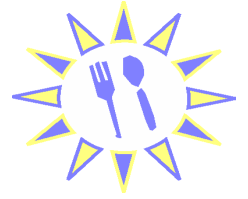
First Week Visit



- Visit all sites within the first week of operation
 - ▶ Ensure food service is operating smoothly
 - ▶ Make needed adjustments
 - ▶ Training needs, answer questions
 - ▶ Document
 - ▶ Waived for successful prior sponsors



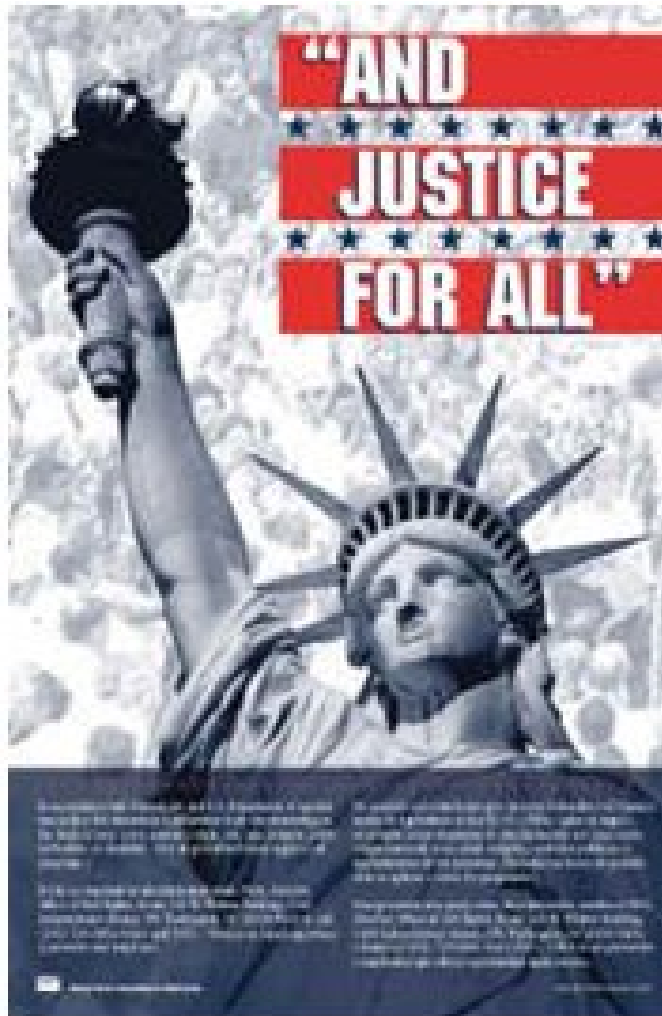
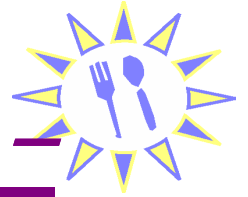
Monitor Site Review



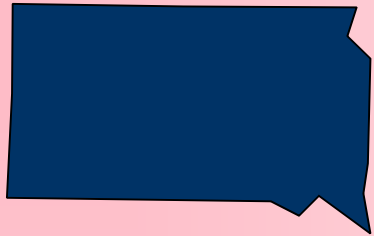
Review all sites within the first four weeks of operation.

- ▶ Thoroughly examine the meal service from start to finish
- ▶ Correct problems and provide additional training as necessary
- ▶ Monitor Guidance pages 3-8; pages 22-26 Documentation required!

Required Civil Rights - Justice for All Poster



- Poster required at each feeding site.
- Download from:
<http://www.fns.usda.gov/cr/justice-translations/475C.pdf>



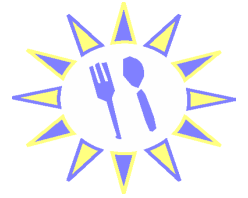
Beneficiary Data



- Sponsor must determine the number of potential eligible beneficiaries by race/ethnic category-Attachment 21
- Sponsor may use visual identification
- Sponsor must count the number of children at least once during program operation – each session
- This could be done during by Sponsor at Monitor Site Review – documentation kept on site and a copy to sponsor.

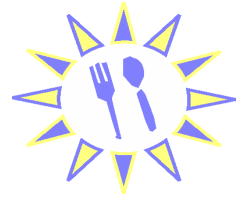


Non-discrimination Statement

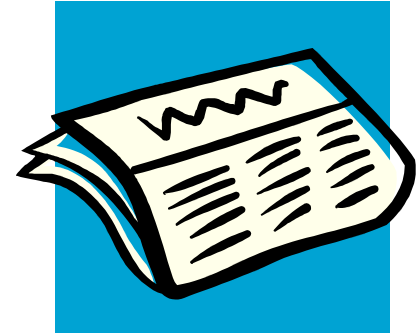


- *In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability.*
- *To file a complaint of discrimination, write USDA, Director, Office of Adjudication, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call toll free (866) 632-9992 (voice). Individuals who are hearing impaired or have speech disabilities may contact USDA through the Federal Relay Services at (800) 877-8339 or (800)845-6136 (Spanish). USDA is an equal opportunity provider and employer.*

Non-Discrimination Statement



- The following must include the Non-Discrimination Statement
 - ▶ Press Release
 - ▶ Poster giving hours meals are served
 - ▶ Brochures advertising program
 - ▶ Websites



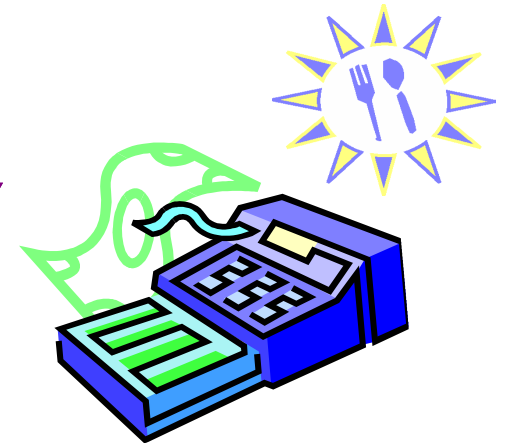


Maintain Accurate Records *For Meal Service*



- A complete count of all first and second meals served at each site
- Number of adult meals (non-reimbursable but must be added in production records of meals prepared). Adult meals offered is optional.

Scope of Review



Meal count -

It is critical that site personnel and monitors understand the importance of accurate point-of-service meal counts. Meal counts should represent only the number of reimbursable meals actually served to children.

That is, only complete meals served to eligible children can be claimed for reimbursement. Therefore, meals must be counted at the actual point-of-service.

Finance & Management Contacts



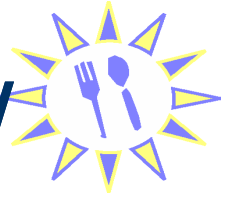
● GRANTS MANAGEMENT

- ▶ Cody Stoesser/Phyllis Tomkiewicz - budgets, agreements Cody.Stoesser@state.sd.us
- ▶ Phyllis.Tomkiewicz@state.sd.us
- ▶ Laurie Schumacher – claims
Laurie.Schumacher@state.sd.us

● PHONE/FAX

- ▶ Office 773-3413
- ▶ Fax 773-6139
- ▶ Phyllis 773-3456
- ▶ Laurie S. 773-3349

After Renewal is Approved



CHANGES – approved by CANS

- Meal service changes can be amended
 - Submit in writing
 - New public release will be required
 - Must be approved by Julie McCord
- Closures for any reason report to CANS immediately – can be called in or emailed to julie.mccord@state.sd.us or (605)773-3110.



Meal Service Requirements

When can we Serve Meals?



Meal Service Requirements



- Use Nutrition Guidance Handbook
- Serve the same meal to all children.
- Ensure that children eat all meals onsite.
- All children must receive a complete first meals before any child receives a second meal. PLAN Only for First meals.
- Off-site meal requests Attachment I due – two weeks prior event

Meal Service Requirements



2 of 3

- Serve meals at the times submitted on the site information sheet.

Meal Time Restrictions

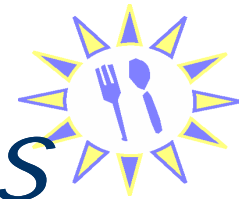
Memorandum SFSP 11-2011 (April 5, 2011):

- Waives the requirement that 3 hours must elapse between meals/snacks
- Waives the 2 hour time limit for lunch and supper and the 1 hour time limit for breakfast and snacks



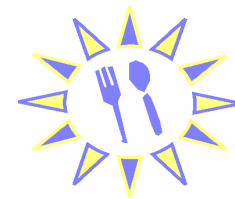


Meal Service Requirements



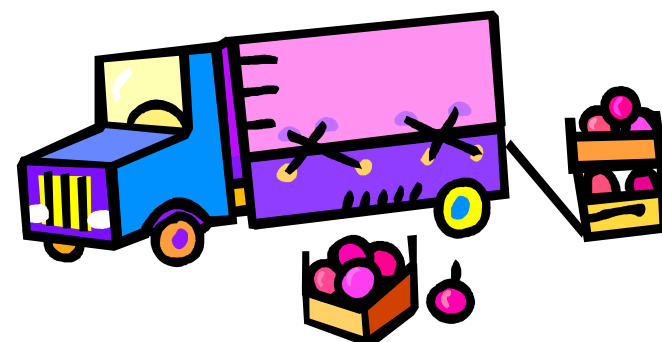
3 of 3

- Offsite meals (field trips) - sponsor must notify the vendor and CANS in advance.
 - ▶ The meals service must be approved for the place the children will be that day.
 - ▶ Notify CANS if a change occurs.
- Maintain the meal service to ensure no off-site consumption of food.



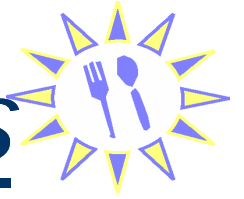
Delivery of Meals

- Meals can be delivered no more than 1 hour prior to the beginning of the meal service
- Proper facilities must exist onsite for storing food at the proper temperatures.
- Admin Sponsor page 45
- Food Safety rules 46-48





Non-reimbursable meals



- No more than one meal served to a child at a time.
- Second meals in excess of 2% of the number of first meals served during the claim period will not be reimbursed.
- Meals served outside of the approved time frames and dates the state-agency approved on renewal agreement will not be reimbursed.

Non-reimbursable Meals

2 of 3

- Meals not served as a complete unit.
- Meal patterns or type not approved by CANS.
- Meals served at sites not approved by CANS.
- Meals consumed off-site.



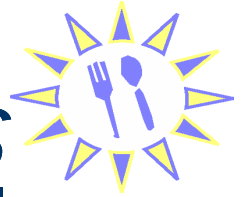


Non-reimbursable Meals Cont.

- Meals served to ineligible children (children not meeting the income eligibility guidelines)
- Meals in excess of the sites approved level of meal service.
- Meals served to anyone other than children.



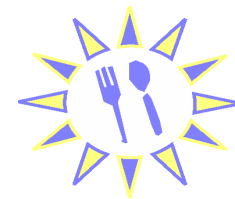
Food Quality Increases *Participation*



- Provide culturally appropriate meals if possible.
- Provide a variety in meal preparation.
If cold lunches are provided, make sure the fillings and accompanying components have variety to ensure continued participation
 - ▶ Sandwich / applesauce / fresh veggies / milk
 - ▶ Prepare meals so sandwich is not soggy from fruit juices or sauces.

Meal Component *Requirements*

What's in a Meal?



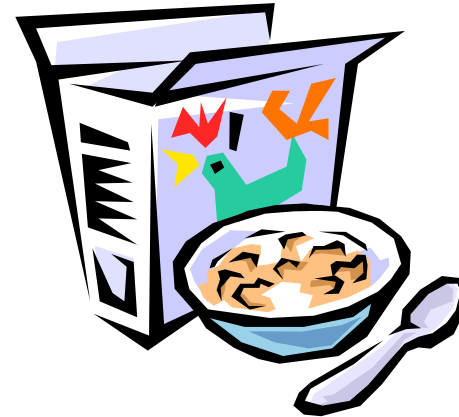
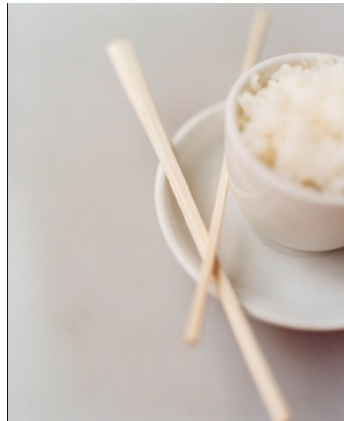
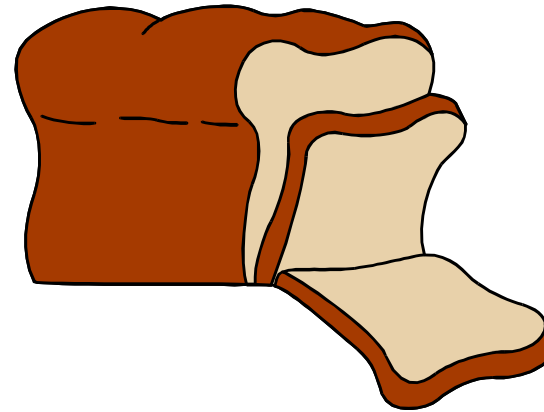
MILK



Must be pasteurized fluid milk.
Only fat-free or low-fat milk to
children ages 2 or above.

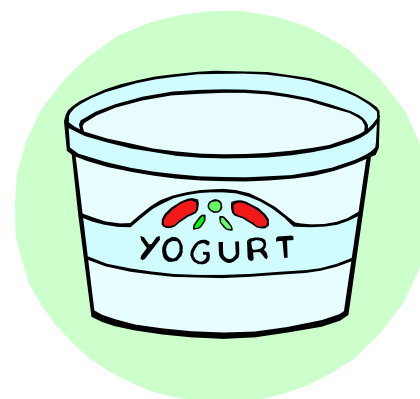
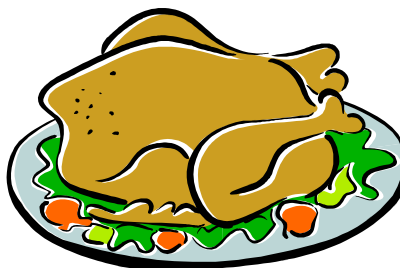
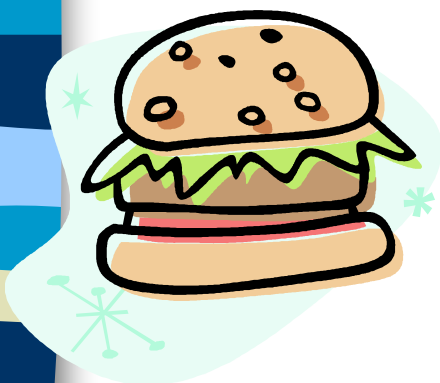
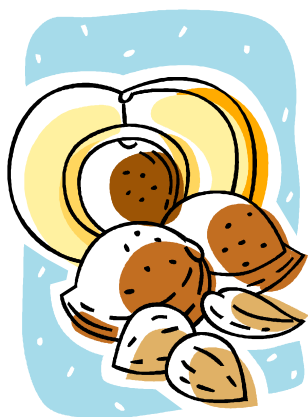
BREADS AND GRAINS

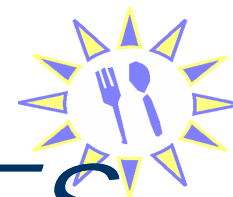
emphasis Whole-grains



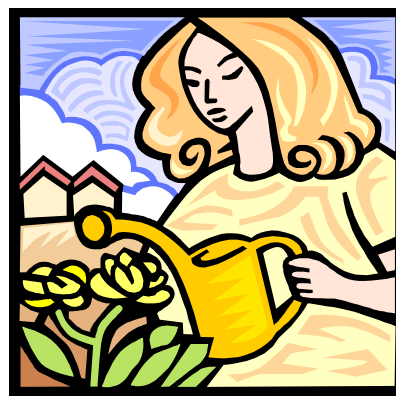
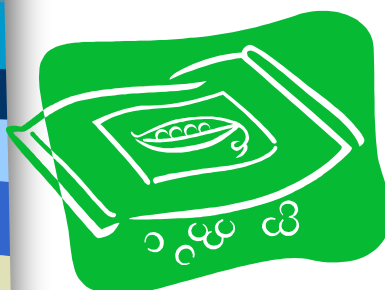


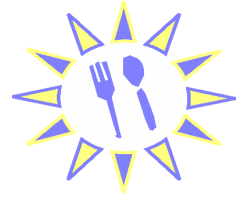
MEATS AND ALTERNATES





FRUITS & VEGETABLES





Monthly Menu's

Each day's menu
should show
components of
meal pattern





Production Record Activity

SFSP PRODUCTION RECORD

Date

Center:

B R E A K F A S T	Menu component	Menu	Serving Size	Food Item	Quantity Prepared	Leftover	Number Served
	Bread/Bread Alternate						
	Fruit/Vegetable						1-18 _____
	Milk						Adults _____
	Other						Total _____
S N A C K	(CHOOSE TWO)						
	Meat/Meat Alternate						1-18 _____
	Bread/Bread Alternate						Adults _____
	Fruit/Vegetable						
	Milk						Total _____
L U N C H	Meat/Meat Alternate						
	Bread/Bread Alternate						1-18 _____
	Fruit/Vegetable						Adults _____
	Fruit/Vegetable						
	Milk						Total _____
	Other						

Basic Food Components



Breakfast

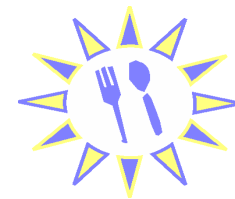
- SFSP Meal Pattern

- ▶ Milk,
- ▶ Vegetable or fruit,
- ▶ Bread and/or bread alternate
- ▶ (Meat or meat alternate is optional)

- SFA on NSLP can continue meal pattern from school year.

- Use approved production record for meal pattern.

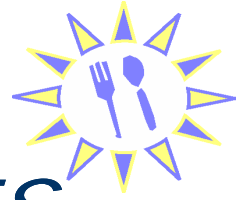




Basic Food Components

Lunch/Supper

- SFSP Meal Pattern –
 - ▶ Milk
 - ▶ 2 - Vegetable(s) and/or fruit(s),
 - ▶ Bread and bread alternates,
 - ▶ Meat and meat alternates
- Use approved production records
- If using NSLP can do OVS if desire, but if didn't during NSLP can't now.

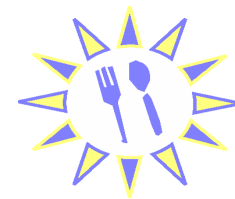


Basic Food Components

● Snack -

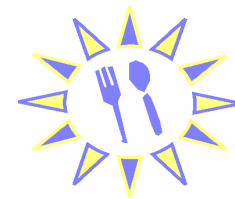
Serve 2 food items from any of 4 components:

- ▶ Vegetable /Fruit
- ▶ Milk
- ▶ Bread or grains
- ▶ meat



Inventory Records

- SFSP commodities/USDA foods make sure you keep receipt of product for your records.
- Inventory – Policy Memo FD-107 requires no expired or past “Best If Used By” BIUB dates etc. in the foods used for this program.



Reimbursable Meals

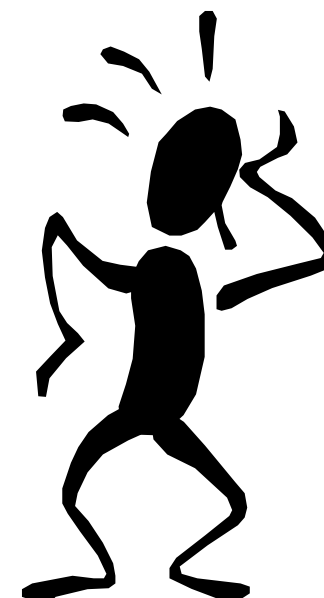
- Serve as a complete unit.
- Use approved meal patterns and type.
- Meals served at approved sites
- Meals consumed on-site or at approved alternate sites (example: field trips) if approved Off-site meal request.

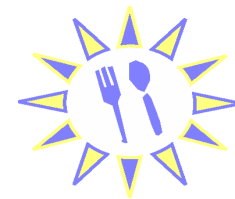




Production Records (1 of 2)

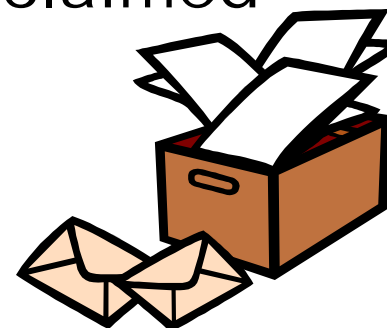
- Incomplete production records are the most frequent finding on reviews.
- Incomplete or inadequate records can result in an agency returning reimbursement.
- Complete production records with actual numbers served from meal counts.
- Complete actual amounts served and leftovers.





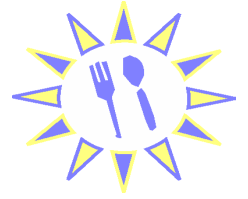
Production Records (2 of 2)

- Production records are used to:
 - ▶ document that meals meet pattern, include CN labels, recipes, etc.
 - ▶ document that adequate food quantities are used
 - ▶ justify food purchases
 - ▶ back up numbers of meals claimed for reimbursement

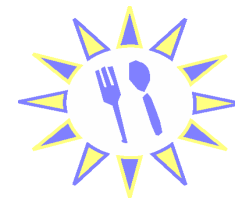




State & Federal Reviews/Inspections



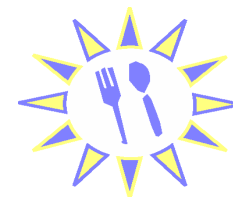
- State Agency – Dept. of Public Safety conduct program reviews.
- Health/Kitchen Inspections – DPS or IHS
- Reviews are conducted every 4 years or sooner due to formula requirements.
- Production Records for one week are required for reviewer.



Visibility is Key



- South Dakota has banners for each site.
- Contact Julie or Shar to order a vinyl banner.



SFSP Resources



www.summerfood.usda.gov

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Search FNS

1. Recent call (888) 247-3183

2. Search Tip

Browse by Subject

- Community Outreach
- Data & Statistics
- Disaster Assistance
- Forms
- Food Safety
- Grants
- Nutrition Education
- Regulations & Policy
- Research
- Programs & Services

Summer Food Service Program

Announcements: 2012 Summer Food Service Program Introductory Webinar!

During the school year, many children receive free and reduced-price breakfast and lunch through the School Breakfast and National School Lunch Programs. What happens when school lets out? Hunger is one of the most severe roadblocks to the learning process. Lack of nutrition during the summer months may set up a cycle for poor performance once school begins again. Hunger also may make children more prone to illness and other health issues. The Summer Food Service Program is designed to fill that nutrition gap and make sure children can get the nutritious meals they need. **Want to help and hunger this summer?** Here are a few ways you can help.

Food That's In When School is Out

See Also

- How to Become a Sponsor or Site
- State Application Checklist
- State Deadlines for Applications
- How to Manage a Summer Food Program
- How to Be a Community Outreach for SFSP
- News & Email Updates
- Frequently Asked Questions
- Free Webinars
- 2011 SFSP Contact

The Healthy, Hunger-Free Kids Act

- Find Meals for Children**
To find meals and sites in your community, call the **National Hunger Hotline** at 1-866-3-HUNGRY or 1-877-6-HAMBER. By calling this toll free number, you will be given information on where you can find summer sites in your area, as well as additional food assistance information.
- Become a Sponsor**
Being a sponsor requires the highest level of commitment. Sponsoring means acting as the organizer for the Summer Food Service Program sites. Public or private non-profit schools, local, municipal, county, tribal or state government, private non-profits, public or private non-profit camps, and private or non-profit universities or colleges are examples of local organizations that often serve as Summer Food Service Program sponsors. Sponsors must be able to provide a capable staff, managerial skills, and food service capabilities. A sponsor may provide its own meals, purchase meals through an agreement with an area school, or contract for meals with a food vendor. Be sure to register your summer feeding site for the National Hunger Hotline at: <http://data.letsrhunger.org/updates>.
- Open a Feeding Site**
The Summer Food Service Program reaches only a fraction of the children in need. The primary reason for the limited access to the program is that there are not enough feeding sites. Your community building or place of faith could become a feeding site. Sites are the physical locations where food is served. Each site location must work with a Summer Food

State Agency
Contacts

Outreach
Materials

Summer
Contest



Outreach Toolkit

Summer Food Service Program (SFSP) Outreach Toolkit for Sponsors and Feeding Sites

The SFSP Outreach Toolkit will help sponsors and sites create outreach materials such as fliers, letters to parents, and press releases that will help the community learn about the program. Many of the materials included on this site are designed to be customized. You can download PowerPoint files, information sheets, letters, and marketing materials and modify them to suit your specific needs.

If you are interested in becoming an SFSP sponsor or feeding site, please click here: <http://www.fns.usda.gov/cnd/summer>



Food that's in
when school is out.

Chapter 1: What Is Outreach?

- Definition of outreach
- Making a plan
- Thinking ahead: What about next year?

Chapter 2: Outreach to Families and Children

- Planning outreach to families and children
- Creating outreach materials and templates
- Outreach to Families and Children Checklist
- More information on recruiting children for SFSP
<http://www.fns.usda.gov/cnd/summer/library/recruit.pdf>

Chapter 3: Outreach to Media

- Planning outreach to media
- Crafting a message, pitching to media, and templates

Branding and Promotion



● School Districts advertise Child Nutrition Programs in each community.

Sponsor can advertise these ways:

- ▶ Local TV stations
- ▶ PSA on radio stations
- ▶ Public transportation – on sides of vehicles
- ▶ Text messages
- ▶ Grocery stores/post office public bulletin boards
- ▶ Social Service agencies (WIC, SNAP, TANF)
- ▶ Food pantries and soup kitchens

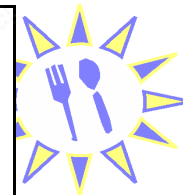


Promote by including:

- Ministerial associations and local church summer programs
- Community recreation organizations
- Multi-language flyers and door hangers
- Banners identifying feeding sites
- Local Youth organizations: Boys & Girls Clubs, Y's, 4H, etc.
- Community leaders (Tribal, County, City, Civic, etc.)
- Websites for community, city, states, etc.
- Various Nutrition organizations
 - ▶ Elderly nutrition, CSFP, TEFAP, or FDPI R



Nutrition Resources



www.teamnutrition.usda.gov

USDA United States Department of Agriculture

Healthy Meals Resource System

TEAM Nutrition

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Browse by Audience

Information for:

Browse by Subject

- Recipes and Menu Planning
- Nutrition Education
- Food Service
- Food Safety
- HealthierUS School Challenge Resources
- Nutrient Standard Menu Planning
- Reports and Studies
- State Sharing Center

In the News [More](#)

[2011 Team Nutrition Training Grant Application](#)

[Dietary Guidelines for Americans, 2010 Release](#)

[USDA Unveils Critical Upgrades to Nutritional Standards for School Meals](#)

Spotlights [More](#)

What's in season? Choosing in-season fruits and veggies is a great way to stretch food dollars.

HealthierUS School Challenge Take the Challenge!

February Theme: Dental Health, Bake For

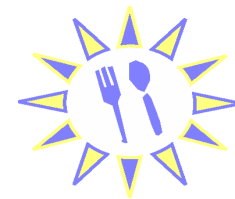
Fuel Up to Play 60 Empower youth to take

[Printable Pages](#)

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[View the Chefs Move to Schools Map](#)

RECIPES HEALTHY KIDS



Midwest Dairy Council



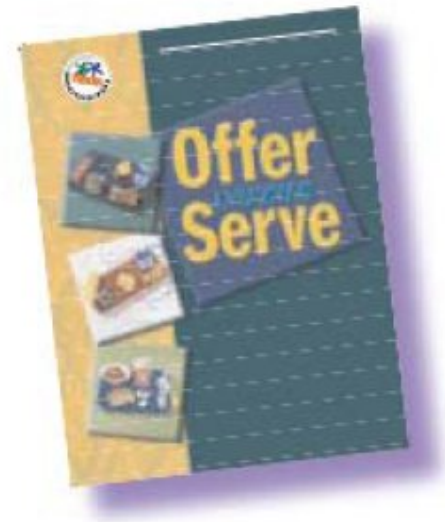
- Fuel Up to Play 60 summer materials should be forthcoming from Dawn Conrad, (605) 594-3155

Participation Incentives



- Speakers and presentations
- Partner with other agencies to provide activities that children will attend either immediately before or following the meal service.
- Kick-off event June 11 - 15
 - ▶ Getting local support to sponsor prizes
 - ▶ Distribute calendar of events for site to help maintain attendance.
 - ▶ Back to School bags are distributed toward end of summer program.
- Birthday celebration on low participation day (week EBT is given or Fridays)

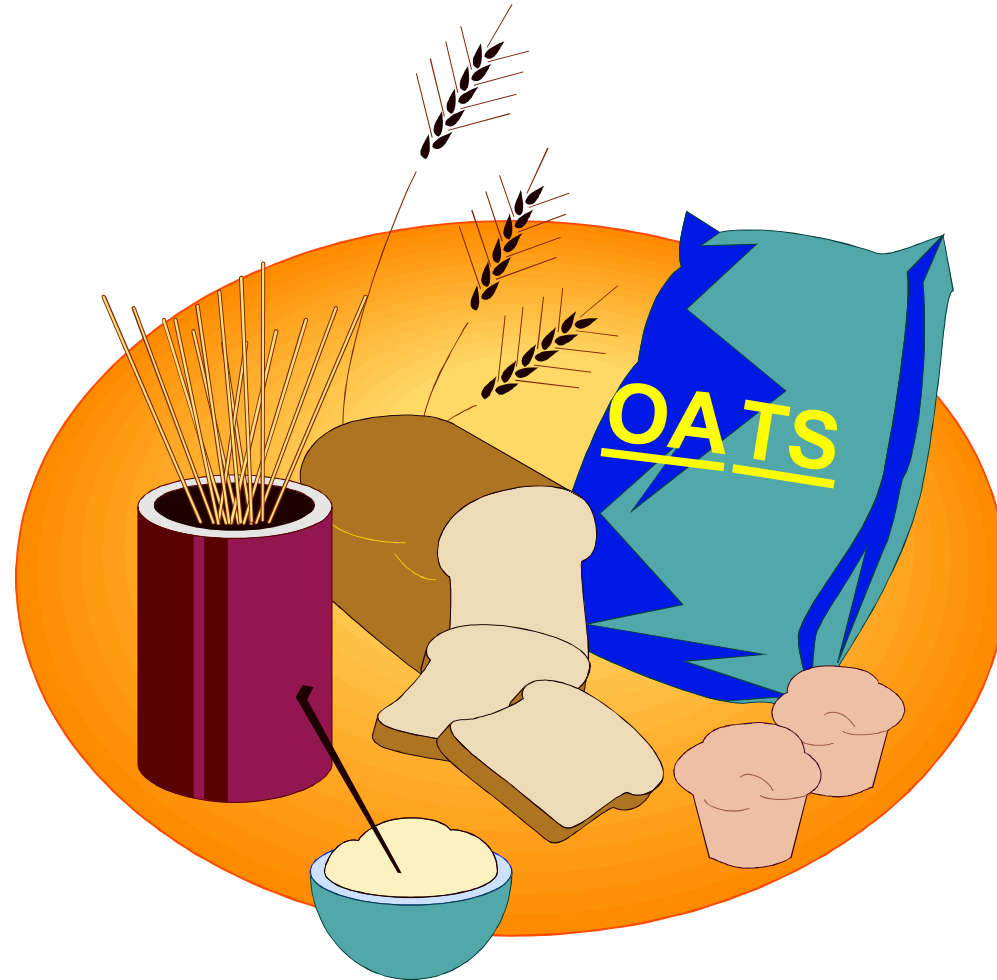
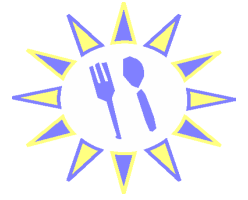
Offer Versus Serve

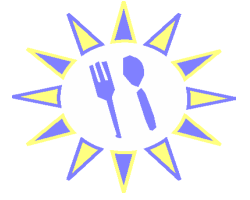


- Nutrition Handbook
 - ▶ Pages 7-8
- ADM Handbook
 - ▶ Pages 41
- [http://teamnutrition.usda.gov/
Resources/offer_v_serve.htm](http://teamnutrition.usda.gov/Resources/offer_v_serve.htm)

Grains and Breads

What is a Serving?

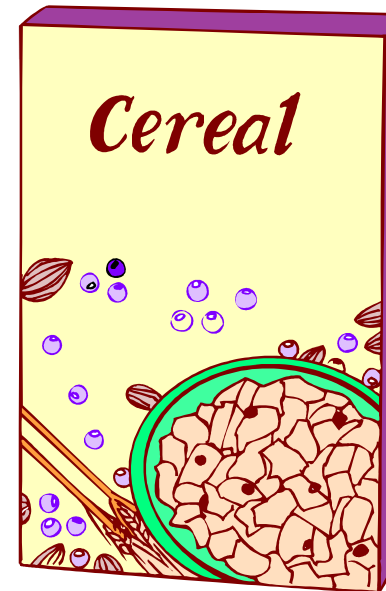


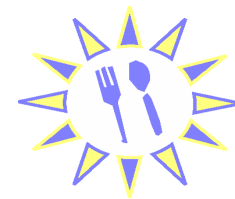


Grains/Breads and You

Nutrients:

- Carbohydrates
- B vitamins
- Fiber





Who has the Most Variety on their List of Grains/Breads?



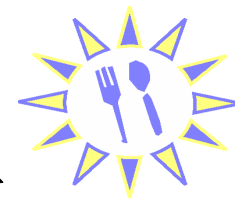
Criteria for Creditable Grains/Breads



- Made with whole-grain flour is best.
- Label indicates the product is enriched or whole-grain; made from enriched or whole-grain meal or flour, bran and/or germ.
- Item provided in quantities specified.
(Use Grain/Bread Chart)

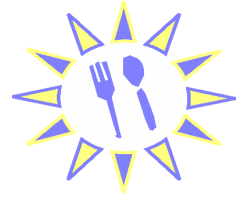
SFSP Nutrition Handbook Pg 96-97

Creditable Grains/Breads



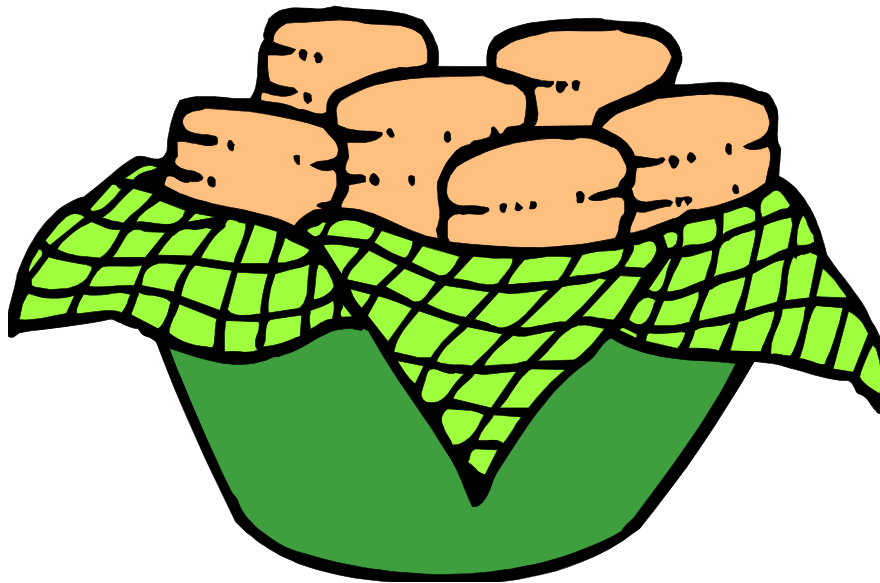
Breads



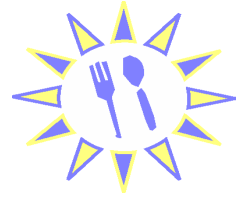


Creditable Grains/Breads

Biscuits, Bagels, Rolls,
Tortillas, Muffins, and
Crackers



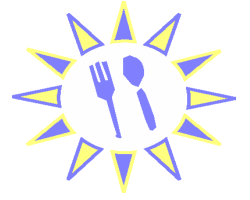
Creditable Grains/Breads



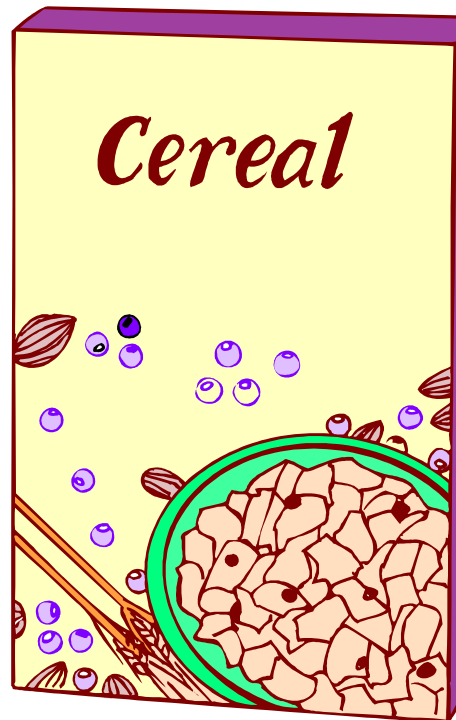
Cooked cereal grains

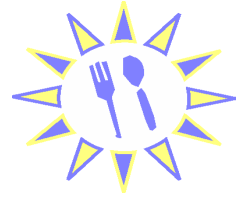


Creditable Grains/Breads



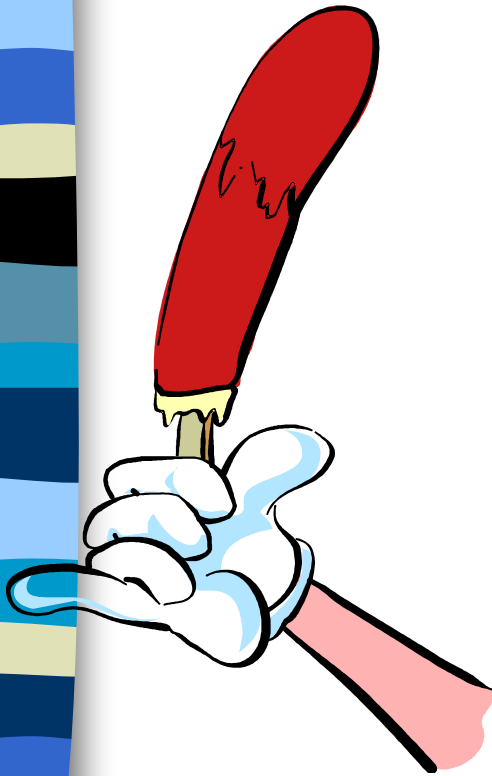
Ready-to-Eat cereals



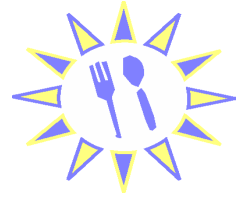


Creditable Grains/Breads

Cereals or bread products that are used as an ingredient in another menu item



Creditable Grains/Breads

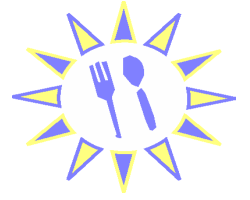


Cooked macaroni or
noodle products



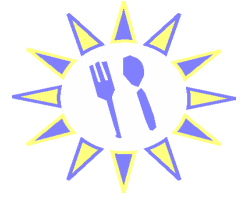


Creditable Grains/Breads



Non-sweet snack products

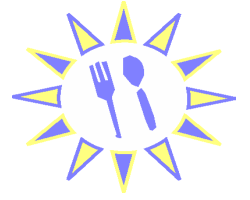




How are grains and bread products grouped by USDA?



**USDA groups grains/breads
by weight.**



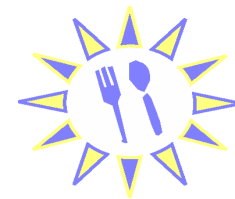
Grains/Breads – What is a serving?

Cereal O's Food Label

Nutrition Facts

Serving Size = 1 cup (30 g)

Servings per container 10



Creditable Grains/Breads – What is a SFSP serving?

Cereal O's

1 Serving = $\frac{3}{4}$ cup (volume)

OR

1 Serving = 1 oz (weight)



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Cereal O's

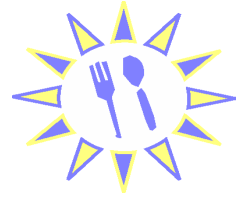
1 Serving = ? cup



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Cereal O's Key

1 Serving = $\frac{3}{4}$ cup



Grains/Breads – What is a serving?

Granola Bar Food Label

Nutrition Facts

Serving Size = 2 bars (42 g)

Servings per container 6



Creditable Grains/Breads – What is a SFSP serving?

Granola Bar

1 Serving = 2.2 oz or (63 g)



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Granola Bar

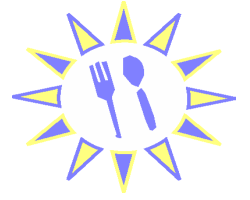
1 Serving = ? bar



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Granola Bar Key

1 Serving = 3 bars



Grains/Breads – What is a serving?

Animal Crackers Food Label

Nutrition Facts

Serving Size = 55 pieces (30 g)

Servings per container 36



Creditable Grains/Breads – What is a SFSP serving?

Animal Crackers

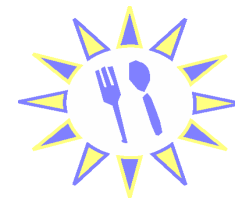
1 Serving = 0.9 oz or (25 g)



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Animal Crackers

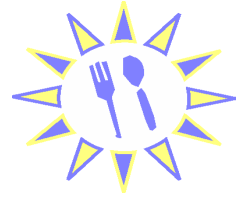
1 Serving = ? crackers



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Animal Crackers Key

1 Serving = 45 crackers



Grains/Breads – What is a serving?

Corn Tortillas Food Label

Nutrition Facts

Serving Size = 2 tortillas (50 g)

Servings per container 6



Creditable Grains/Breads – What is a SFSP serving?

Corn Tortillas

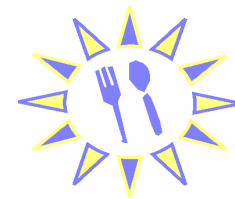
1 Serving = 0.9 oz or (25 g)



Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Corn Tortillas

1 Serving = ? tortilla

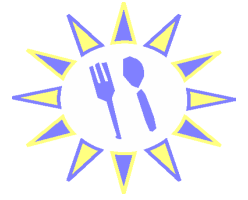


Creditable Grains/Breads – Using this product, how much is a SFSP serving?

Corn Tortillas Key

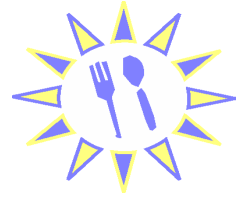
1 Serving = 1 tortilla

Summer Food
Service Cooks
make
grains/breads
fun and
healthy for
kids.



SFSP Meal Pattern and Planning Appealing Menus





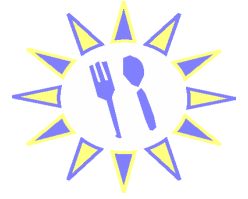
Food Components

- Milk
- Fruit/Vegetable
- Meat/Meat Alternate
- Grains/Breads





MILK



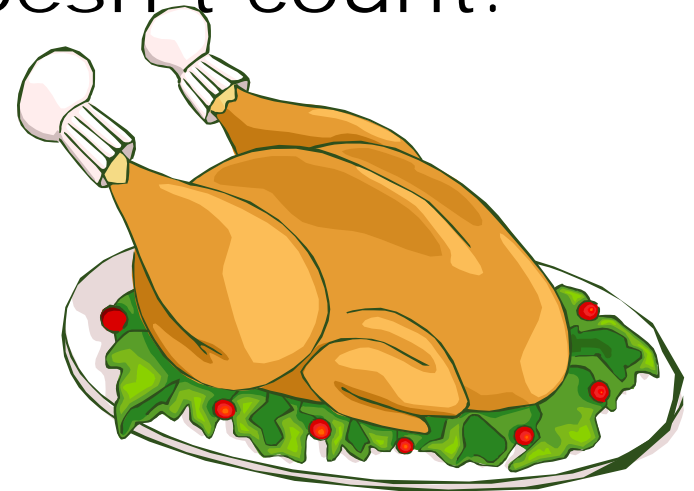
- Must be fluid
- Milk may not be credited for snacks when juice is served as the only other component.
- Milk may never be credited when cooked in cereals, puddings or other foods.
- Can only be skim white or flavored or 1% white

Meat and Meat Alternates



Amount required is referring to the lean, edible portion.

Less than 1/4 ounce of cooked lean meat or equivalent doesn't count.





Processed Meat Items are treated differently from raw meat items.

These include:

- Fish Sticks and Chicken Nuggets
- Corn Dogs
- Mixed, pre-prepared items such as:
 - ▶ beef stew
 - ▶ ravioli



All Processed Meat items



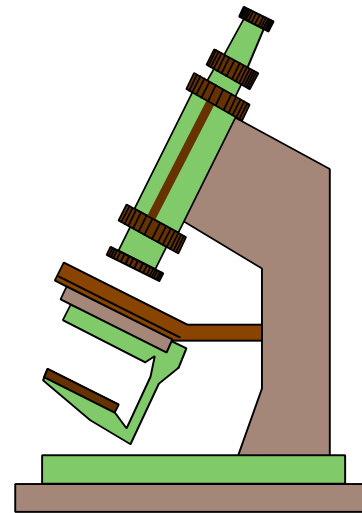
MUST have:

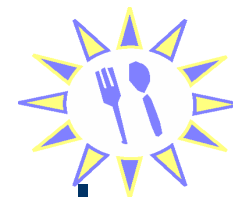
- Child Nutrition label
or
- Manufacturers Product Analysis
or Identification Sheet



Child Nutrition Labels

CN labels list information about a food's contribution toward the meal pattern.





Child Nutrition Label

CN

This 1.95 oz. Fully Cooked Beef Patty provides 1.5 oz. equivalent meat/meat alternate for the Child Nutrition Meal Pattern requirements. Use of this logo and statement authorized by the Food and Nutrition Service, USDA 05-84.

CN

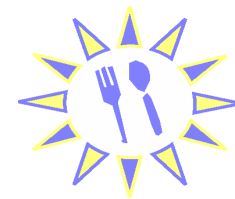
CN

CN



Manufacturers Product Analysis or Identification Sheets

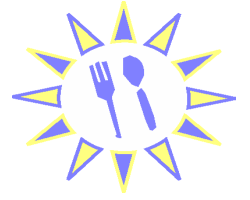
- Check with supplier
- Check label
 - ▶ toll free telephone number
 - ▶ address
- Must be signed and dated by someone in the company.



Fruits and Vegetables

- Lunch - 2 or more to equal 3/4 cup
- Juice & Milk cannot be served together at snack
- 100% juice
- Combination foods (i.e., Fruit Cocktail, Mixed Vegetables) count as one item
- Less than 1/8 cup does not count

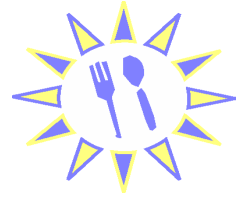




Grains/Breads:

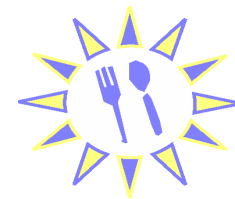
- Whole Grain
- Enriched
- Made from whole grain or enriched flour primary ingredient by weight must be whole grain and/or enriched flour/meal
- Serve the customary function of bread in a meal





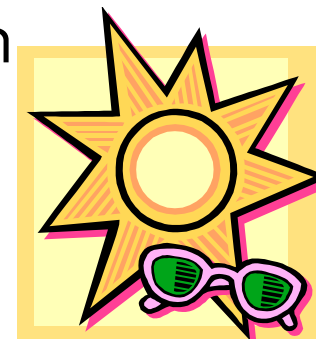
Grains/Breads

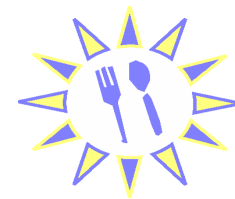
- Credited by the weight of the prepared item.
- Use Grain/Bread Chart to determine the weight of a food item to equal 1 serving
- Will need to purchase a small kitchen scale.



Lunch

- Milk
- Meat or meat alternate:
- Grains/Breads
- Vegetables/Fruits (2 or more)
 - Refer to the SFSP meal pattern requirement
 - See page 9 SFSP 2012 Nutrition Guidance for Sponsors





SFSP Meal Pattern

Food Components	Lunch
Milk, fluid	1 cup (8 fl oz)
Vegetables and/or Fruits Minimum of 2 items	$\frac{3}{4}$ cup total
Grains and Breads	1 serving
Meat and Meat Alternate	2 oz

Breakfast: 3 components

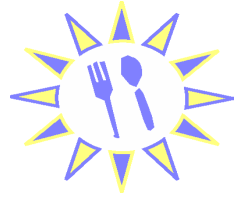


- Milk
- Juice or Fruit or Vegetable
- 1 serving of grains/breads including cold dry or hot cooked cereal

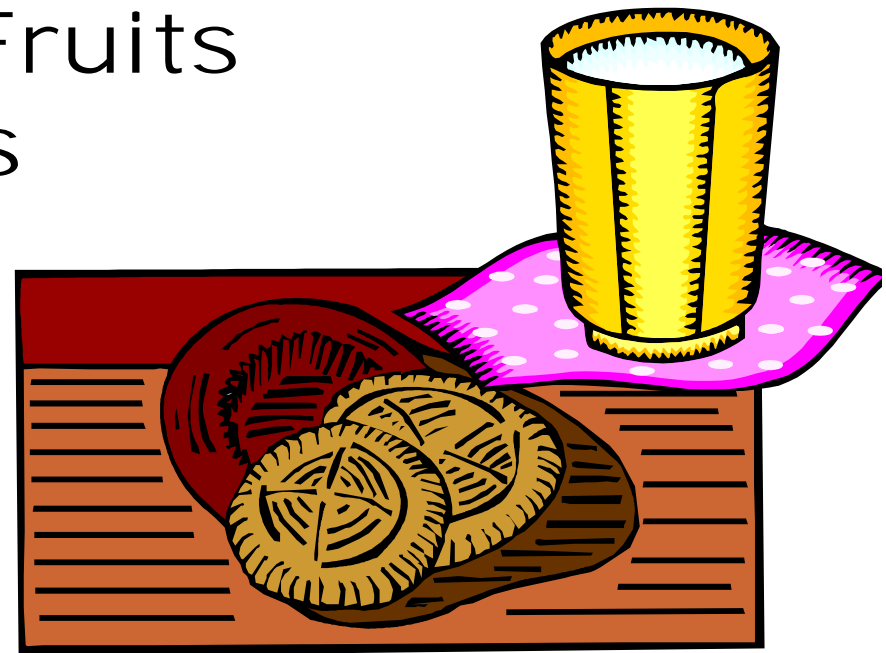
Meat is not required!



Snack: choose two components



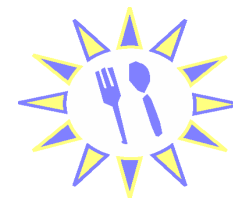
- Milk
- Meat or meat alternate
- Vegetables/Fruits
- Grain/Breads



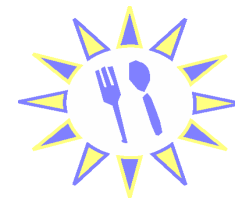
Are these reimbursable snacks?



- Watermelon and Peaches NO
- Corn Chips and Salsa Probably
- Peanut Butter Crackers and water NO
- Hi-C and cookies NO
- Ice cream and cake NO
- Orange Juice and fruit cocktail

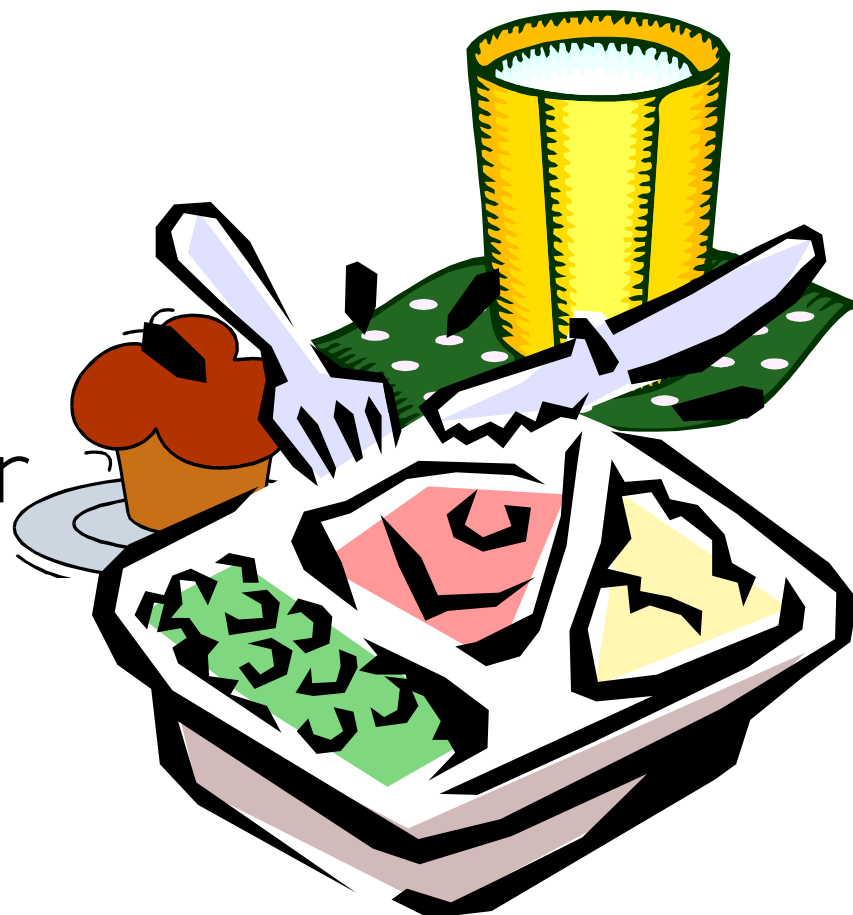


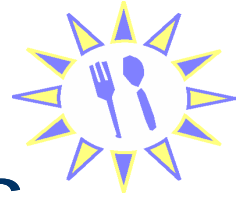
Monday	Tuesday	Wednesday	Thursday	Friday
Breakfast				
Orange Juice Waffles Sausage milk	Ham and Eggs Toast Milk	Orange Slices Hash Browns Milk brea	Raisins Oatmeal Milk ☺	Strawberries Cornbread Hot Chocolate ?
AM Snack				
Apple Juice Watermelon	Milk Trail Mix ☺	Vanilla Pudding Vanilla Wafer One comp.	Milk Pretzels ☺	Banana Hot Dog Bun ☺
Lunch				
Hot Dog Baked Beans Melon Slices Milk ☺	Chicken Leg Rice Greens Beans Biscuit Milk ☺	Scrambled Eggs Bacon Potato Rounds Tomato Juice WW Rolls milk	Ravioli Broccoli Fruit Cocktail Garlic Toast Milk ?	Pizza Parmesan Zucchini Peach Slice milk
PM Snack				
Potato Chips Cheese	Veggies Cottage Cheese Cheese Dip ☺	Bologna Cheese One comp.	Pineapple Juice Carrots & Celery One comp.	Yogurt Rolls ☺
Supper				
Turkey Peas Pears Pasta Milk ☺	Macaroni and Cheese Asparagus Mandarin Oranges Milk ☺	Hamburger Cucumber Banana Slices Chips Milk ☺	Pinto Beans Cheese Frozen Red Grapes Tortilla Milk ☺	Meat Loaf Glazed Carrots Cherry Cobbler Rice Milk Fruit/veg



Reimbursable Meal

All parts of the meal pattern must be present in the appropriate amounts in order to receive payment for a meal.

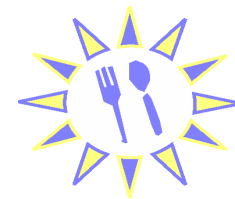




Non Creditable Foods

- Bacon
- Processed Cheese (Velveeta)
- Ice Cream
- Pudding
- Fruit Juice Cocktail
- Powdered Cheese (Mac and Cheese "Blue Box")
- Popcorn

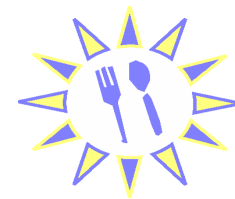




In Summary

SFSP Requirements for 2012



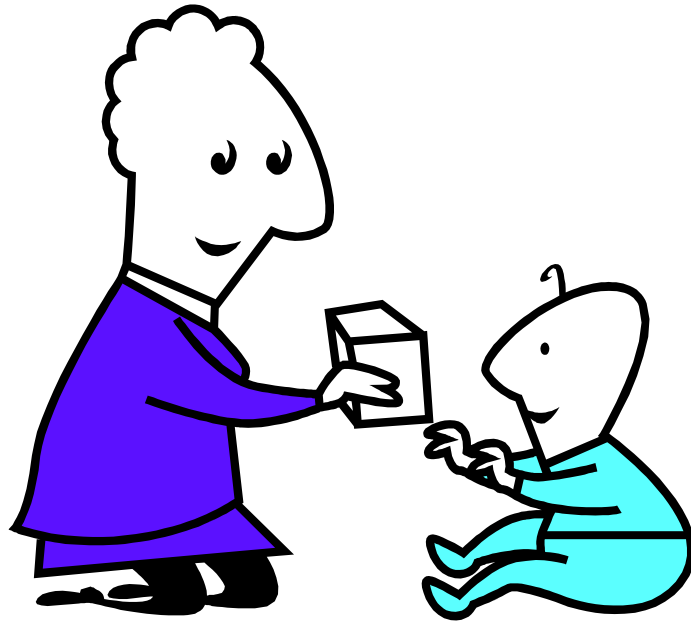


Purpose/Background

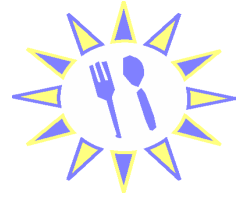
- Provides free, nutritious meals to low-income children
- Children must be 18 years and under
- Federally funded program that is administered through State agencies



*Operates when school is
not in session*

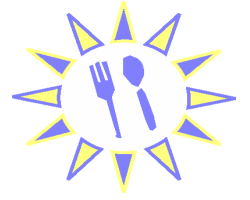


Customer Service - Know your site...



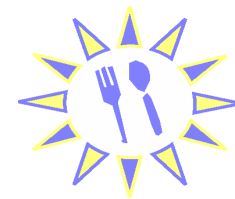
- Meal schedules and information
- Serving times
- Delivery schedules (not all have this)
- Approved number for site meal service

Meal Preparation



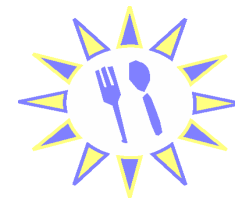
- Plan for each meal to contain all components
- Try not to prepare more meals than the amount of children that are anticipated to be in attendance
- Strive for only one meal per child





Meal Service Times

- Any meals served before the meal time can't be counted for reimbursement
- Meals served after the end of the serving time can't be reimbursed
- Meals should be available for service during the entire scheduled meal times
- Serve meals only in the designated areas



Meal Pattern

- All meals must meet the SFSP meal pattern requirements or if NSLP can use the meal pattern and OVS
- All meals must have each item before the meal is counted
- All children must receive a complete first meal before second complete meals are served



Civil Rights

- **Serve all meals to all children without discrimination**
- **Every child should have the opportunity to participate in the meal service**
- **Display the “... And Justice for All” poster in an area where children can see it**
- **Nondiscrimination statement must be on all printed material**

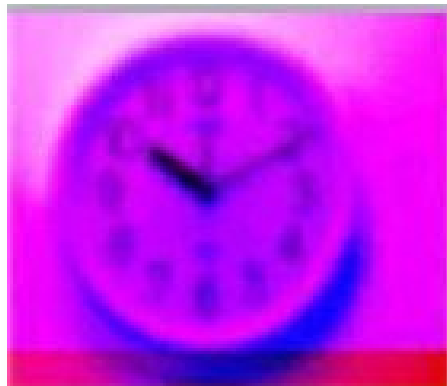
This institution is an equal opportunity provider





Site Supervision

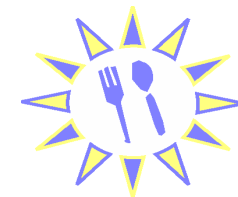
- All children must remain onsite while consuming meals
- Children can not leave the service area with any component of the meal
- Field trip meals must be approved by the state in advance, before claiming
- Provide a pleasant atmosphere for children to eat



06/20/2012

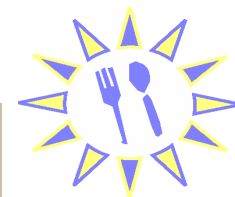
Meal Count

- Record each meal after all components are received by the child
- Document the count and keep it in file
- Clearly identify what meal service the count is for (Breakfast/Lunch)
- Record 1st meals and 2nd meals
- Record program adults and non-program adults (NOT reimbursable)



Training

- One person must be on-site at all times that has had SFSP training
- Make sure all staff know what a reimbursable meal looks like
- Follow all health department guidelines while serving and preparing meals
- Know where your books and SFSP training resources are located

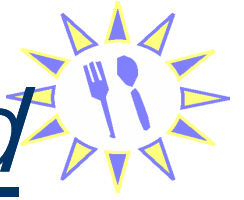


Records

- Document the meal service on the provided production records
- Use the meal count sheets to record the meals served.
- Keep track of all receipts for food and supplies from vendors
- Keep the records in a safe place
- Turn in documentation so that the sponsor can file a claim for reimbursement



Keep all food related records

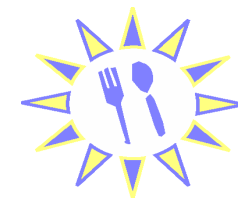


- Keep labels of food products
- Keep recipes
- Records used to verify meals:
 - ▶ Meal count sheet
 - ▶ Production Records – Labels, food specification sheets, recipes, etc.
 - ▶ Receipts



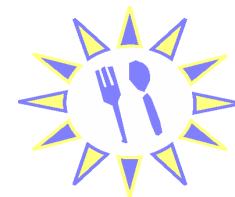
Have fun with your
job and the kids!

Resources



- USDA Food and Nutrition Service Summer Food Service Program 2012 Handbooks
- <http://www.fns.usda.gov/cnd/summer/library/handbooks.html>
- South Dakota Department of Education – Child and Adult Nutrition Services Summer Food Service Program, 800 Governors Drive, Pierre, SD 57501-2294
- <http://doe.sd.gov/cans/sfsp.asp>
- US Department of Agriculture Summer Food Service Program
- <http://www.fns.usda.gov/cnd/summer/>
- US 2010 Census- South Dakota
- <http://quickfacts.census.gov/qfd/states/46000.html>

QUESTIONS?



- Agreement, reviews, operation: Contact Julie McCord at 605-773-3110 or julie.mccord@state.sd.us.
- USDA Foods/Commodities: Mark Moen at 605-773-4769 or mark.moen@state.sd.us



Thank you for your participation!

Contact your SFSP State Agency!

